Final Issue of <u>New Resources</u>

This May/June, 2002 issue marks the final issue of <u>New Resources</u>, the South Carolina State Library's newsletter directed to state government employees. Since it began publication in August, 1970, <u>New</u> <u>Resources</u> has alerted SC state employees about new books, reports, journal articles, and audiovisual titles in the State Library's collection.

Many changes have occurred since 1970. State government employees search for information and communicate in vastly different ways now. Certainly, the Internet has provided state employees with many more information avenues than were ever available to them before. The State Library has recognized these changes. We have increasingly shifted more of our budget for the library's collection to the purchase of electronic databases which can be used by state employees at their desktops in the office or at home.

Beginning in July, the State Library will launch a new electronic update service, "What's New @ SCSL." State employees will be alerted through a monthly e-mail message about new listings of selected materials dealing with topics of interest to state government posted to our web site, SConnects for State Government (http://www.state.sc.us/scsl/den). A large number of the materials listed will be electronic publications with direct links to the full-text of journal articles or web sites.

To receive these e-mail alerts, please be sure that the State Library has your current e-mail address. Contact the library's Information Desk at 803/734-8026 or send your address via e-mail to: brenda@leo.scsl.state.sc.us.

We hope you will find "What's New @ SCSL" to be a useful tool. Remember that the library's reference staff is available to provide research services or assist state employees in guiding their research process.

MENTORING

Mentoring relationships in the workplace can help develop the potential of new employees, reduce turnover among recent hires, and reward those who serve in a mentoring capacity. This following materials and more are available at the South Carolina State Library.

Books

1. *Buckner, Marilyn. **Succession planning: career development.** Alexandria VA: American Society for Training and Development, 2000. CALL#: 658.4092 BUCK

2. *David, Mark. **Guide to successful executive coaching.** Alexandria, VA: American Society for Training and Development, 2002. CALL#: DISPLAY 658.407 DAVI

3. *Duff, Carolyn S. **Learning from other women: how to benefit from the knowledge, wisdom, and experience of female mentors**. New York: AMACOM, 1999. CALL#: 658.409 DUFF

4. *Gardiner, Mary E. **Coloring outside the lines: mentoring women into school leadership.** Albany, NY: State University of New York Press, 2000. CALL#: 371.2011 GARD

5. *Kaye, Beverly L. **Mentoring.** Alexandria, VA: American Society for Training and Development, 2000. CALL# 658.3124 KAYE

6. ***Mentoring beginning teachers: guiding, reflecting, coaching**. York, ME: Stenhouse Publishers, 2000. CALL#: 370.71 MENT

7. *Wellington, Sheila W. **Be your own mentor: strategies from top women on the secrets of success.** New York: Random House, 2001. CALL#: 658.3124 WELL

8. *Yearout, Steve. **Growing leaders: a leader-builder handbook for HRD and training professionals, business executives and managers, executive coaches**.

Alexandria, VA: American Society for Training and Development, 2001. CALL#: 658.3124 YEAR

Articles

9. Barbian, Jeff. "The road best traveled. Mentoring may be your best hope to nurture top talent, yet many companies fail to create an environment in which mentoring can flourish." **Training** 39 #5(May 2002): 38-42.

10. Barry, Carol Kuhl and Jan Kaneko. "Mentoring matters!" **Leadership** 31 #3 (January/February 2002): 26-29.

11. Green, Marnie E. "Internal human resources consulting: why doesn't your staff get it?" **Public Personnel Management** 31 #1 (Spring 2002): 111-119.

12. Hunt, James M. and Joseph Weintraub. "How coaching can enhance your brand as a manager." **Journal of Organizational Excellence** 21 #2 (Spring 2002): 39-44.

13. Keating, Lisa. "Women mentoring women: the rewards of giving." **Women in Business** 53 #7 (January/February 2002): 28-29.

14. Knouse, Stephen B. "Virtual mentors: mentoring on the Internet." **Journal of Employment Counseling** 38 #4 (December 2001): 162-169.

15. O'Reilly, Dennis. "The mentoring of employees: is your organization taking advantage of this professional development tool?" **The Ohio CPA Journal** 60 #3 (July/September 2001): 51-54.

16. Poe, Andrea C. "Establish positive mentoring relationships." **HRMagazine** 47 #2 (February 2002): 62-66,68-69.

Audiovisual

17. *Phillips-Jones, Linda. **Mentoring that makes a difference**. Grass Valley, CA: The Mentoring Group, 1998. CALL# VT 1051 *(Requires advance booking)*

This video shows what modern mentoring is all about and how you can make it work for you.

Computers and software

18. *Annunziato, Jose. **Sams teach yourself Java Server Pages in 24 hours.** Indianapolis, IN: Sams, 2001. CALL#: 005.133 ANNU

19. Bonner, Paul. "And web sites for all. a well-designed web site is accessible to those with disabilities." **PC Magazine** 21 #9 (May 7, 2002): IP01-IP03.

20. Dunn, Scott. "Super Windows secrets: 50+ smart tips that unleash Windows' hidden powers-whether you've upgraded to XP or not." **PC World** 20 #4 (April 2002): 68-80.

21. Gates, Phyllis. "Where's the power? What's the point? The bullet points of this ubiquitous software are hardly bulletproof." **Across the Board** XXXIX #3 (May/June 2002): 45-47.

22. *Heinle, Nick. **Designing with Javascript: creating dynamic web pages**. Sebastopol, CA: O'Reilly, 2002. CALL#: 005.2762 HEIN

23. ***Mastering XHTML: premium edition**. San Francisco, CA: SYBEX, 2002. CALL#: 005.72 MAST

24. *Stone, M. David. **Troubleshooting your PC**. Redmond, WA: Microsoft Press, 2001. CALL#: DISPLAY 621.3916 STON

25. *Ulrich, Laurie Ann. **How to do everything with Office XP.** New York: Osborne/McGraw-Hill, 2001. CALL#: 005.369 ULRI

26. *Zwicky, Elizabeth D. **Building Internet firewalls.** Cambridge MA: O'Reilly, 2000. CALL#: 005.8 ZWIC

Crime and Corrections

27. *Cornelius, Gary F. **The art of the con: avoiding offender manipulation**. Lanham, MD: American Correctional Association, 2001. CALL#: 364.3 CORN

28. *Hislop, Julia. **Female sex offenders: what therapists, law enforcement and child protective services need to know**. Ravensdale, WA: Issues Press, 2001. CALL#: 362.27 HISL

29. *Petersilia, Joan. **Reforming probation and parole in the 21st century**. Lanham, MD: American Correctional Association, 2002. CALL#: 364.62 PETE

Education

30. *Armstrong, Thomas. **Multiple intelligences in the classroom**. Alexandria, VA: Association for Supervision and Curriculum Development, 2000. CALL#: 370.152 ARMS

31. *Bond, Sally L. **Introductory guide for implementing and evaluating volunteer reading tutoring programs: a SERVE special.** Greensboro, NC: SERVE, 2002. CALL#: ED 1.348/2:V 88

32. *Callan, Patrick M. **Coping with recession: public policy, economic downturns and higher education.** San Jose, CA: National Center for Public Policy and Higher Education, 2002. CALL#: 378.106 CALL

33. Ditzhazy, Helen E. R. and Sarayuth Poolsup. "Successful integration of technology into the classroom." **The Delta Kappa Gamma Bulletin** 68 #3 (Spring 2002): 10-14.

34. *Mantyla, Karen. **Interactive distance learning exercises that really work!: turn classroom exercises into effective and enjoyable distance learning activities**. Alexandria, VA: American Society for Training & Development, 1999. CALL#: 371.35 MANT

35. *Rosenberg, Marc Jeffrey. **E-learning: strategies for delivering knowledge in the digital age**. New York: McGraw-Hill, 2001. CALL#: 371.334 ROSE

36. *Palloff, Rena M. **Lessons from the cyberspace classroom: the realities of online teaching**. San Francisco, CA: Jossey-Bass, 2001. CALL#: 371.35 PALL

Human resources

37. Adams, Shawn. "A beginner's guide to learning emergency management." **Risk Management** 49 #5 (May 2002): 24-28.

38. *Arthur, Diane. **The employee recruitment and retention handbook**. New York: AMACOM, 2001. CALL#: 658.311 ARTH

39. *Devney, Darcy Campion. **Organizing special events and conferences: a practical guide for busy volunteers and staff**. Sarasota, FL: Pineapple Press, 2001. CALL#: DISPLAY 658.4 DEVN

40. *Griffeth, Rodger W. **Retaining valued employees**. Thousand Oaks, CA: Sage Publications, 2001. CALL#: 658.3 GRIF

41. *Myers, Kenneth N. **Manager's guide to contingency planning for disasters: protecting vital facilities and critical operations**. New York: J. Wiley & Sons, 1999. CALL#: 658.4 MYER

42. *Sparhawk, Sally. **Strategic needs analysis: instructional systems development**. Alexandria, VA: American Society for Training & Development, 1999. CALL#: 658.4012 SPAR

43. Weberg, Brian. "Things we know. What works and what doesn't. A look at managing legislative staff." **State Legislatures** 28 #5 (May 2002): 18-21.

Internet searching

44. Glover, Eric J. and others. "Web search--your way: improving web searching with user preferences." **Communications of the ACM** 44 #12 (December 2001): 97-102.

45. *Hane, Paula J. **Super searchers in the news: the online secrets of journalists and news researchers.** Medford, NJ: CyberAge Books, 2000. CALL#: 025.06 HANE

46. *Milner, Annalisa. **Internet : browsing the web .** New York: Dorling Kindersley, 2000. CALL#: 025.04 MILN

47. *Sharpe, Charles C. **Patent, trademark, and copyright searching on the Internet.** Jefferson, NC: McFarland, 2000. CALL#: 025.066 SHAR

48. *Sherman, Chris. **The invisible Web: uncovering information sources search engines can't see**. Medford, NJ: CyberAge Books, Information Today, 2001. CALL#: 025.04 SHER

State and Local Government

49. *Bonnett, Thomas W. **Competing in the new economy: governance strategies for the digital age.** Philadelphia, PA: Xlibris Corporation, 2000. CALL# 338.973 BONN

50. ***Governing: issues and applications from the front lines of government**. Washington, DC: CQ Press, 2002. CALL#: 352.1 GOVE

51. *Krane, Dale. **Home rule in America: a fifty-state handbook**. Washington, DC: CQ Press, 2001. CALL#: 320.8 KRAN

52. *Miller, Thomas I. **Citizen surveys: how to do them, how to use them, what they mean**. Washington, DC: International City/County Management Association, 2000. CALL#: 303.38 MILL

Training

53. *Beer, Valorie. **The web learning fieldbook: using the world wide web to build workplace learning environments**. San Francisco, CA: Jossey-Bass/Pfeiffer, 2000. CALL#: 658.3124 BEER

54. *Harris, Philip M. **Instructional design for wbt.** Alexandria, VA : American Society for Training and Development, 2002. CALL#: 004.678 HARR

55. *Horton, William K. **Designing web-based training: how to teach anyone anything anywhere anytime.** New York: Wiley, 2000. CALL#: 658.3124 HORT

56. Janove, Jathan W. "Use it or lose it: training is a waste of time and money if managers don't transfer lessons learned to their daily work lives." **HRMagazine** 47 #4 (April 2002): 99-102.

57. McChristy, Neal. "Creating a learning organization: creating a learning environment in the workplace is not only vital to keeping employees up to date on rapidly changing technology, but can also help bring revenue to the company." **OfficeSolutions** 19 #2 (February 2002): 26-29.

58. *Spitzer, Dean. **Link training to your bottom line.** Alexandria, VA: American Society for Training and Development, 2002. CALL#: 658.3124 SPIT

59. *White, Alicia. **Building an internal certificationprogram**. Alexandria, VA: American Society for Training and Development, 2002. CALL#: 658.3124 WHIT

*Items marked with an asterisk denote book or audiovisual material.